

TOWN OF MANSFIELD  
Ethics Board  
Thursday, September 20, 2012  
Audrey Beck Municipal Building, Conference Room B

**Minutes**

Members Present: Lena Barry, John DeWolf, Win Smith, Nora Stevens (Chair)

Staff Present: Maria Capriola, Assistant Town Manager, Mary Stanton, Town Clerk

The meeting was called to order at 5:02pm.

**I. PUBLIC COMMENT**

None.

**II. APPROVAL OF 7/5/2012 MINUTES**

Mr. Smith made the motion, seconded by Mr. DeWolf to adopt the minutes. The minutes were unanimously approved as presented.

Ms. Barry voted during the meeting of 9/20/12 since Mr. Nesselroth and Mr. Raynor were unable to attend the meeting.

**III. ETHICS TRAINING**

Ms. Capriola and Ms. Stanton presented a draft version of an ethics training workshop for staff and officials. Board members offered feedback and suggestions.

**IV. 2013 REGULAR MEETING SCHEDULE**

By consensus, the Board agreed to meet the third Thursday of January, April, July, and October 2013 at 4:30pm.

**V. ELECTION OF OFFICERS: November 2012 – October 2013**

Mr. Smith made the motion, seconded by Mr. DeWolf to nominate Ms. Stevens as Chair. Motion passed with Smith, DeWolf, and Barry voting in favor and Ms. Stevens abstaining.

Mr. DeWolf made the motion, seconded by Mr. Smith to nominate Ms. Barry as Secretary. Motion passed with Smith, DeWolf, and Stevens voting in favor and Ms. Barry abstaining.

Mr. Smith made the motion, seconded by Mr. DeWolf to nominate Mr. Nesselroth as Vice Chair. Motion passed unanimously.

**VI. 2011-2012 ANNUAL REPORT**

By consensus, the Board agreed to submit its annual report to Council as presented with one correction (replacing the words "participated successfully" with "prevailed").

**VII. UPDATE TO COMPLAINT PROCEDURES**

This will be a future agenda item for the January meeting. The Board will ask the Town Attorney to assist in reviewing the procedures and making recommendations based on the revised Code.

Mr. Smith made the motion, seconded by Mr. DeWolf to adjourn the meeting. Meeting adjourned at 6:19p.m.

Respectfully Submitted,

Maria E. Capriola, Assistant Town Manager *on behalf of Lena Barry, Secretary*